



Minutes of the LVS PTFA COMMITTEE

9.30am Friday 26th April 2024

LVS Ascot – Board Room

Committee

Name	Trust ee	Prese nt
Victoria Stott (Chair)	Y	P
Zoe Stewart (Treasurer)	Y	P
Dawn Parker (Secretary)	Y	N
Lindi Smit (School Liaison Officer)	Y	P

Additional Members in attendance:	10	
(Due to GDPR this data is stored separately).	Yes	

Name	Trust ee	Present
N.B. Committee Meeting Quorum A quorum at a committee meeting is 50 per cent, rounded up to the nearest whole number, of the total number of committee members. This applies where there are three or more committee members in post.	2	3
Quorate	Y	

P = Present A = Apologies N = No contact

	Meeting Minutes	Action By
1	Welcome: The meeting started at 9.30am and was chaired by Victoria Stott	

2	<p>Funding Bids</p> <p>A. Benches – presented by CR The Committee discussed a bid from the School Council to fund additional bench seating about the school. This would encourage more outdoor socialisation and has been raised several times by different year groups at Pupil Voice meetings. There is currently an offer available to purchase 6 benches for the price of 5, or 12 benches for the price of 10. (£5,400)</p> <p>B. Clarke Sheet Press Additional Cassette – presented by CR The Committee discussed a bid for an additional cassette for the Clarke Sheet Press, enabling greater production of material recycled from old milk bottle tops and plastic sweet tubs. This supports both the School’s and the PTFA’s sustainability objectives. (£345.54)</p> <p>C. Pottery Wheel – presented by RS The Committee discussed a bid for a pottery wheel to expand specialist knowledge and technique of year 12 and 13 pupils and provide enrichment for co-curricular clubs. (£1,450)</p> <p>D. Book Vending Machine – presented by EBJ The Committee discussed a bid for a refurbished book vending machine, available to the whole school to encourage community reading. School will buy the books to keep them current with pupil interest. Tokens will be awarded as reading rewards, including for the Accelerated Reader programme. 100 tokens come with the machine. (£2,758)</p> <p>E. KS1 and KS2 Playground Markings – presented by KM The Committee discussed a bid for thermo-painted playground markings in the IJS, including games such as Snakes and Ladders and number lines. This will create more distinct play areas during breaktimes and can be used as part of outdoor lessons. Subject to available funds, the painting could be done in sections at intervals, or all at once during the summer break. (£5,600)</p> <p>F. New Basketball Rims – presented by Mr Nick Bovingdon The Committee discussed a bid for new basketball rims as some of the older students are starting to ‘slam dunk’ the ball during games, and we need official sizes which are also designed for dunking, for hosting matches against other schools. LVS Ascot is competitive at basketball, finishing second in the nationals last year. School hosted 15 games and would like to host more and enter more leagues. Basketball is also becoming very popular with boarders. (£360)</p> <p>In view of the advancing interest and success in basketball, it was noted that the scoreboard in the sports hall is dated and works intermittently.</p> <p><u>Decision:</u></p> <p>ZS advised that £18953 was available for allocation.</p>
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	<p>The Committee agreed to fund all bids, including ringfencing £5,400 for benches, and the full allocation of playground markings so that work could be completed in one go.</p> <p>It was also agreed to allocate surplus funds (c.£3,000) towards the cost of replacing the scoreboard.</p>	
	<p>Minutes of Previous Meeting</p> <p>Minutes Approved.</p> <p>Outstanding actions raised: to confirm a date in September for the inflatables day. To be advised.</p> <p>It was agreed to postpone the colour run, proposed at the previous meeting, due to volunteer resource limitations. An alternative Olympic-themed mufti day was considered for the summer term. This would be unsuitable for senior school due to exam season, but SLT would consider it for the IJS and advise.</p>	<p>CC/LS</p> <p>CC/LS</p>
3	<p>Chair's Update</p> <p>BG was specifically welcomed to the meeting as she would like to become a core member of the Committee (subject to all positions being voted at the next AGM). The Committee also noted that DP is no longer PTFA Secretary and the records will be updated.</p> <p>Since the last meeting, the following events have taken place:</p> <ul style="list-style-type: none"> - IJS Disco 15th March - IJS Easter Hunt 18th March - Bag2School 21st March <p>There was a good volunteer response for each event. The disco and Easter hunt were a lot of fun, and the PTFA thanked IJS teachers for their support hosting them. Bag2School will run again in the next autumn term; previous response to Bag2School drives indicates that 2 annual collections are most successful.</p> <p>The following events were noted as upcoming and were discussed:</p> <ul style="list-style-type: none"> - The May Ball Preparations have gone well but with limited volunteer support beyond the core Committee. Ticket sales have also been slow, although minimum numbers have been met. Some parent feedback suggests that a biannual ball should be considered going forward, alternating with a family event e.g. a summer fair which is more inclusive and less expensive. - Summer Inflatables Day – as above, the date is still to be confirmed. - Summer Mufti Day (Olympics) – as above, this is to be confirmed. 	VS/ZS

	<div>- PTFA Coffee Morning The Committee will host another coffee morning this term. The date will be confirmed after the May Ball.</div>																															
4	<div>Treasurer's update</div> <div>Income this year is as follows:</div> <table><tr><td>Second hand uniform</td><td>£2,615.00</td></tr><tr><td>Matched funding</td><td>£1,049.50</td></tr><tr><td>Bag2School</td><td>£662.50</td></tr><tr><td>IJS Xmas cards</td><td>£444.93</td></tr><tr><td>IJS Disco</td><td>£417.89</td></tr><tr><td>Crazy hair day</td><td>£376.00</td></tr><tr><td>Lottery</td><td>£173.50</td></tr><tr><td>Easyfundraising</td><td>£107.40</td></tr><tr><td>Ascot Races</td><td>£52.50</td></tr><tr><td>Ball</td><td>-£828.18</td></tr><tr><td colspan="2">Total 5071.04</td></tr></table> <div>Payment is outstanding for several ball tables/tickets, sponsorships, plus income from the silent auction and casino on the night. The ball is expected to make a healthy profit overall.</div> <div>Second-hand uniform has gone from strength to strength and with the new shop we have another way of reaching parents. So far, most parents still prefer to email orders for ZS to collate and this is working well - we have had 35 orders in the last two weeks (although several were for cricket kit which we do not have in stock). It would be good to work with school to encourage Y11, Y6 and any other leavers to donate their uniform and sports kit at the end of the year as we are running low on larger sizes especially for Year 10/11.</div> <div>Expenditure so far this year is as follows:</div> <table><tr><td>Dancefloor</td><td>£11,650</td></tr><tr><td>IJS Santa</td><td>£248.89</td></tr><tr><td>General</td><td>£183.39</td></tr><tr><td colspan="2">Total £12,082.28</td></tr></table> <div>The General category includes insurance and refreshments for the PTFA welcome event at the Royal Foresters in September 2023.</div> <div>It was noted that the Committee moved £20k to a higher interest savings account and will move this back once we have completed the bid cycle. Once bids have been approved ZS will start the reconciliation process with the LTC.</div>	Second hand uniform	£2,615.00	Matched funding	£1,049.50	Bag2School	£662.50	IJS Xmas cards	£444.93	IJS Disco	£417.89	Crazy hair day	£376.00	Lottery	£173.50	Easyfundraising	£107.40	Ascot Races	£52.50	Ball	-£828.18	Total 5071.04		Dancefloor	£11,650	IJS Santa	£248.89	General	£183.39	Total £12,082.28		<div>ZS/LS</div> <div>ZS</div>
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	<p>Spending this bid cycle was noted as follows:</p> <p>It was noted that £18953 was available for funding, based on:</p> <table><tr><td>From AGM</td><td>23712</td></tr><tr><td>Isandbox (un-ringfenced from last cycle)</td><td>7140</td></tr><tr><td>Total</td><td>30852</td></tr></table> <p>Less what has already been spent this year:</p> <table><tr><td>Dancefloor</td><td>11650</td></tr><tr><td>Santa</td><td>249</td></tr><tr><td>Total</td><td>11899</td></tr></table>	From AGM	23712	Isandbox (un-ringfenced from last cycle)	7140	Total	30852	Dancefloor	11650	Santa	249	Total	11899	
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5	<p>AOB</p> <ul style="list-style-type: none">- Sports Bags The Sports Department has c150 bags available. These are not to be used for day-to-day use or PE but could be sold on Classlist for weekend use. The PTFA is happy to help sell the bags on Classlist, if the Sports Department would like to do that. PTFA will await response from school.- Spirit Days and Spirit Wear There was a general discussion about spirit wear and merchandise, and fundraising opportunities for house colour days. This can be explored further in planning for next year’s events.- LVS Ascot Community Day The next Community Day is being held on 30th June and includes an alumni cricket match. This would also be a good opportunity to promote the PTFA.- Note of thanks from the Art department (RS) for the Kiln provided in previous funding allocations by the PTFA. Some pieces of student artwork was brought to the meeting to show the benefit it has brought to the school.	LS												
6	<p>Next meeting</p> <p>The next full meeting of the Committee will take place in the autumn term and will include the AGM. This will take place on Friday 27th September 2024 at 8.30am.</p>													
	<p>Meeting Closed at: 10.30am</p>													